

THE TOWN OF GRANBY CONNECTICUT INVITES CANDIDATES TO APPLY FOR THE:



POLICE CAPTAIN—SECOND IN COMMAND



Municipal Complex:
Town Hall, Library, Police,
Senior Center, Board of Education

Great Opportunity for Senior Police Officer

Profile information:

- Community Information
- Form of Government
- Captain Job Description
- Police Staffing
- Characteristics of and opportunities for the ideal candidate
- Qualifications
- Process to Apply

About Granby

The Town of Granby was incorporated in 1786 from Simsbury and covers 40.7 square miles on Connecticut's north central border with Massachusetts. Primarily a rural residential community, Granby is home for many white collar and professional workers in Greater Hartford's financial and insurance corporate headquarters and industries. Located 13.6 miles north of Hartford, the town is bordered on the east by the towns of Suffield and East Granby, on the south by Simsbury and Canton, and to the west by the towns of Barkhamsted and Hartland. Granby's estimated population: 11,000.

Form of Government

Granby is governed by a Charter, last revised in November of 2002, and operates under a Selectmen/Manager/Town Meeting form of government established in 1960. A five member Board of Selectmen serves as the Town's legislative body and an appointed Town Manager serves as the Town's Chief Executive. The Town Manager is directly responsible to the Board of Selectmen for planning, organizing and directing the activities of all municipal departments and

agencies under the Town Manager's jurisdiction.

The Town Manager appoints municipal employees including the Police Chief and Police Captain, prepares and administers Town Budgets and the financing of all Town Operating and Capital Improvement Funds, recommends to the Board of Selectmen such measures or actions which appear necessary or desirable, recommends municipal ordinances and regulations and implements policies established by the Selectmen.

Police Department Staffing:

1 Police Chief, 1 Captain, 4 Sergeants, 9 Police Officers, 4 FT Dispatchers, 3 PT Dispatchers, 1 PT Records Clerk and 1 Administrative Assistant

Police Regional Effort

The Granby Department of Police Services participates with the towns of Avon, Bloomfield, Canton, Farmington, Simsbury, Suffield, Windsor, and Windsor Locks in the North Central Municipal Regional Emergency Services Team. This coalition of police agencies provides the opportunity for Granby personnel to expand their interests into such

specialized areas of law enforcement as: Accident Reconstruction, Dive Rescue/Recovery, Narcotics Investigation, Crisis/Hostage Negotiations, and SWAT.

Police Captain Position Summary

Under the general direction of the Chief of Police; plans and supervises the activities, operations and subordinate police officer and civilian in the police department; assumes command of the Police Department in the absence of the Chief.

Examples of Duties:

- Supervises police officers and civilians
- Assists with policies and procedures
- Receives and investigates citizen complaints
- Handles labor relations
- Assists with budget process
- Develops grant opportunities
- Participates in the selection of employees
- Serves as Training Officer
- Serves as key liaison in the community with emphasis on positive youth development and prevention programs
- Oversees maintenance of equipment

Characteristics of the Ideal Candidate

- Police operational expert and leader who can inspire and command respect from officers and community
- Ability to work in a smaller community and become an important part of community
- Knowledge of service programs for the community youth
- Training/Instructor
- Police grant writing and implementation experience
- Ability to serve as a police officer on the street as necessary due to small force
- Knowledge of investigations and court procedures

Challenges and Opportunities

- Balance the needs of growth in the department with the resources and budget available
- Continue outreach to the community to meet their level of service requirements
- Establish an investigator position
- Coordinate services with a volunteer fire department and ambulance association
- Work with Fire Marshal to develop a strong Emergency Management Response Process
- Serve as a coach and mentor to officers
- Promote positive youth development and prevention programs
- Police facility is relatively new

Qualifications:

A Bachelor's Degree in Police Science, Criminal Justice, Public Administration or related field and ten (10) years of police experience with at least three (3) years at rank of Sergeant. National Academy graduation preferred.

Special Requirements: Valid Motor Vehicle Operators License, Certified Connecticut Police Officer

Compensation and Application Process

The starting salary for this position is between \$79,772-\$93,322 depending on qualifications and experience - with an excellent benefits package:

For more information see the Town of Granby web site:

www.granby-ct.gov

Granby is an EOE/AA/Equal Access Employer

Please complete application (found on web site) and send resume by November 10, 2011 to:

Submit Application Package to:

**Town of Granby
Town Manager's Office
15 North Granby Road
Granby, CT 06035**

**For more information, contact Ms. KerryAnn Kielbasa,
Director of Human Services
Email to: kkielbasa@granby-ct.gov
Call: 860-844-5351**

